

SECRET
EYES ONLY

15 March 1973

MEMORANDUM FOR: Director of Security

SUBJECT : Possible Reorganization of the
Executive Staff

1. The Deputy Director for Support has offered his views on certain organizational management problems in the Office of Security. There was the following statement relating to the Administration and Training Staff and the Executive Staff:

25X9 "The Administration and Training Staff has
25X9 [REDACTED] clerical positions.
25X9 The Executive Staff has [REDACTED] professionals and
25X9 [REDACTED] clericals. It would seem that some savings
25X9 in both clerical and professional positions could
be realized from a combination of these two staffs;
particularly the Executive and Planning Division of
the Executive Staff and [REDACTED] professional and [REDACTED] 25X9
clerical positions would seem to fit better with
the Administration and Training Staff."

25X1A 2. This is to advise that there is certainly some 25X1A
merit to the proposal. Even before the departure of [REDACTED] 25X1A
there were subtle hints that [REDACTED], a 25X1A
Career Security Officer, might replace [REDACTED] who 25X1A
was anxious for an overseas assignment. At other times there
were inquiries as to the "distinction" between functions of
A&TS and EPD. I also discussed this with [REDACTED] and as 25X1A
of November 1972 I asked [REDACTED] to prepare a rough
estimate as to the number of man-hours that Executive and
Planning Division devotes to "joint" projects which are of
direct interest to Chief, Administration and Training Staff.
The following estimate was submitted:

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| <u>ITEM</u> | <u>EPD HOURS</u> |
|-----------------------------------|--|
| Program Call - Program Submission | <div style="background-color: black; width: 100px; height: 100px; display: inline-block;"></div> |
| Directives and Notices | |
| Records Management | |
| Reassignment of EPD Personnel | |
| Miscellaneous | |
| TOTAL | 25X9 |

3. In my memorandum to you on 19 December 1972, a copy of which is attached, I touched upon this issue and made the following comment in paragraph 3:

25X1A

"The mission of the Executive and Planning Division is to serve as a policy and planning component of the Office of Security in security matters which transcend specific organization components. On the basis of my experience in the Executive Staff, it has become obvious that [REDACTED] are very heavily engaged in coordinating and otherwise preparing position papers that are of direct concern or interest to the Deputy Director of Security or the Chief, Administration and Training Staff. There is a rather close working relationship with A&TS on 'planning papers' wherein EPD pulls together supporting reports from all elements of the Office of Security, whereas A&TS addresses the 'personnel and money' aspects of the problem. Some overlap and confusion does exist."

11 4. In my late December meeting with the Inspector General Team, the question was again raised as to the distinction between responsibilities of A&TS and EPD. Team members appeared to be well briefed on this issue; there is little doubt that they will pursue the situation during their survey of these two units; and I feel sure that something will be included on it in their final report.

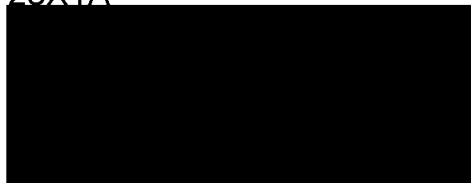
5. In my memorandum of 19 December 1972, I offered as one option that you "transfer the responsibilities of EPD to Chief, A&TS, and have the Executive Officer concentrate his efforts on the problems of the Special Security Center." It strikes me that the new DCI team of managers

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will be following much more closely all large security programs, objectives, goals, "big signals" and costs. In substance, I recommend that you go along with the transfer of EPD to A&TS so that one Office of Security component is basically responsible for managing this entire package.

25X1A



Acting Executive Officer

Attachment

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INTERNAL
USE ONLY

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

25X1A

Acting Executive Officer

EXTENSION

5861

NO.

DATE

15 March 1973

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Director of Security

15 MAR
1973

Hfo

2.

3.

A/EO

16 MAR
1973

1 to 3

Thank you for
a well reasoned
proposal. after the
next two week
fiscal subsidies,
we will take
a good hard look
at this—

Hfo

4.

5.

6.

7.

8.

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12.

13.

14.

15.

EYES ONLY



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